## 27 April 1951

The Honorable Walter T. McCarthy Judge, Circuit Court Arlington County Virginia

STATINTL

Dear Judge McCarthy

an employee of this Agency, has been summoned for jury duty before the Circuit Court for Arlington County on 30 April 1951.

It is the announced policy of this Agency to encourage jury service wherever possible as a civic responsibility and to request postponement only in those instances where it is determined that the absence of the individual from his or her duties will impair the operations of the Agency in a substantial manner.

STATINTL

The services of are critically needed at this time and there is no qualfied alternate to act in her stead.

It is our considered opinion that the absence of at the present time would affect the ability of the igency to fulfill existing commitments, and we therefore respectfully request a postponement of jury duty for her.

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STATINTL

Sincerely yours,

: IRB

cc: Signing Official
Central Records
Oubject

Chrono

Assistant Deputy Director

STATINTL

Handcarried for signature on 27 April 1951 and processed through the court personally by

STATINTL